

**CITY OF MIDDLETOWN  
PURCHASING OFFICE  
ROOM 112  
245 DEKOVEN DRIVE  
MIDDLETOWN, CT. 06457  
(860) 638-4895 PHONE  
(860) 638-1995 FAX**



**CONTRACT DOCUMENTS**

**BID #2016-019  
LABORATORY TESTING SERVICES**

**WATER AND SEWER DEPARTMENT  
City of Middletown, Connecticut**

**BIDS DUE ON: Friday, August 19, 2016 at 11:00 AM**

**DONNA L. IMME  
SUPERVISOR OF PURCHASES**

**CARL R. ERLACHER  
DIRECTOR OF FINANCE AND REVENUE SERVICES**

**BID #2016-019 LABORATORY TESTING SERVICES--WATER AND SEWER DEPARTMENT**

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Hereinafter referred to as the **Contract Documents**

**INVITATION TO BID  
CITY OF MIDDLETOWN**

Sealed proposals, addressed to the Supervisor of Purchases, City of Middletown, Municipal Building, Room 112, Middletown, Connecticut, will be received until **Friday, August 19, 2016 at 11:00 am** for the following:

**BID #2016-019  
LABORATORY TESTING SERVICES  
WATER AND SEWER DEPARTMENT**

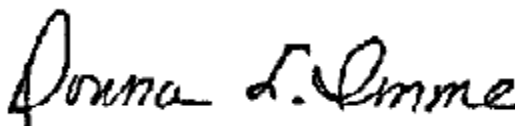
Bid documents may be obtained at the Purchasing Office, Room 112, Municipal Building, 245 DeKoven Drive, Middletown, CT., Monday - Friday, between the hours of 8:30 a.m. and 4:30 p.m. **for a fee of \$.50 per page.** It is **preferred** that they are downloaded **free of charge on the City of Middletown web site: [www.MiddletownCT.gov](http://www.MiddletownCT.gov).**

**All questions concerning this bid should be directed in writing** to the office of the Supervisor of Purchases by facsimile at (860) 638-1995 or by email at [purchase@MiddletownCT.gov](mailto:purchase@MiddletownCT.gov).

Bids will be publicly opened and read aloud in **Room B19**, Municipal Building, Middletown, Connecticut. **All bids shall be submitted on the designated forms and marked as noted in the Information for Bidders.**

The City of Middletown reserves the right to waive any defect or any irregularity in any bid and reserves the right to reject any or all bids or any part thereof. Bids, amendments to bids or withdrawals of bids received after the time set for the bid opening will not be considered. All bids and proposals are subject to, and must comply with the equal opportunity and non-discriminatory provisions set forth in the Affirmative Action Plan of the City of Middletown.

Dated: **07/28/2016**  
Middletown, Connecticut



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Donna L. Imme, CPPB  
Supervisor of Purchases

## INFORMATION FOR BIDDERS

1. Date and Place for Opening Proposals - Pursuant to the "Invitation to Bidders", sealed proposals for performing the work will be received by the Purchasing Office, Room 112, at the time and place set forth therein with the award to be made as soon as practicable, thereafter.

All bids received by the time set for receipt will be opened by the Supervisor of Purchases and read publicly at the exact time set for receipt irrespective of any irregularities therein. Bidders and or their representative and any interested public may be present.

2. Printed Form for Proposals - All proposals must be made upon the blank proposal form as attached hereto; should give prices both in words and figures; must be signed and acknowledged by the bidder where indicated on the proposal form; submitted in a sealed envelope using the Bid Return Label provided.

3. Omissions and Discrepancies - Should a bidder find discrepancies or omissions from the Contract Documents or should he doubt their meaning, they should immediately notify the Supervisor of Purchases who may send written instructions to all bidders.

4. Acceptance or Rejection of Proposals - The City reserves the right to accept or reject any or all proposals. Without limiting the generality of the foregoing, any proposal which omits a bid on any one or more items on the price sheet may be rejected; any proposal in which unit prices are omitted or in which unit prices are obviously unbalanced may be rejected.

5. Acceptance of Proposals and the Effect - Within thirty (30) calendar days after the opening of the bids, the City will act upon them. The acceptance of a proposal will be either a notice of award, in writing, or an acceptance letter from the Supervisor of Purchases, and no other act shall constitute the acceptance of a proposal.

The acceptance of a proposal shall bind the successful bidder to execute the contract within the time and manner as set forth within these contract documents making him responsible and liable for failure to execute as prescribed.

6. Time for Executing Contract and Damages for Failure to Execute - Any bidder whose proposal shall be accepted will be required to appear at the office, where directed to appear in notice of award, in person, or a duly authorized representative of a firm or corporation, to execute the contract within ten (10) days, including Saturdays and Sundays, of the date of mailing of a notice, stating that the award has been made to him or his firm. Failure or neglect to do so shall constitute a breach of contract for which the City may cancel the notice of award, award the bid to someone else, or rebid the entire project as well as sue for damages.

Damages for such a breach of contract will include but not be limited to the loss of any awarding of work to him and other items whose accurate amount will be difficult or impossible to compute, and all other damages recoverable at law and in equity.

7. Determination of Lowest Responsible Bidder/Award - Except where the Owner exercises the right herein to reject any or all proposals, the contract will be awarded by the owner to the "Lowest Responsible Bidder", as determined under the factors to be considered under section 78-8(m), as amended, of the Middletown Code of Ordinances.

It is the intent of the City to award one (1) contract in the aggregate to the lowest responsible bidder submitting the lowest total cost to provide the services specified complying with these specifications and provided sufficient funds are available to award the contract.

The City reserves the right to award the contract to multiple bidders based on the lowest total cost for the various categories (Water and Wastewater),

HOWEVER, award shall be made on whatever is deemed to be in the best interest of the City.

Additionally, in determining whether a bidder qualifies as the lowest responsible bidder, the City shall also review other subjective factors, such as the bidder's skill, ability and integrity to perform the work as specified, the bidders professional references (if required), the bidders reputation, information discovered during the interview process (if applicable) and whether the City in its sole discretion determines that awarding the bid to the bidder will be in the best interests of the City. The City shall award the contract to the lowest responsible bidder using the guidelines set forth herein, or shall reject all bids.

**8. Partial Bids - All bidders shall be required to submit a bid on each item listed within each category for water and wastewater. Partial bids per category shall not be accepted and the bidder will be deemed non responsive.**

**9. Term of Contract - The term of this contract shall be for a period of twenty-four (24) months effective on or after **September 1, 2016 and terminating August 31, 2018.****

**10. Prices - In the event of discrepancy between the prices quoted in the proposal in words and those in figures, the words shall control. The prices are to include furnishing all laboratory testing services as specified, inclusive of material, equipment and labor costs necessary to comply with the City's requirements.**

**11. Interpretations and Addenda - No oral interpretations shall be made to any bidder as to the meaning of any of the Contract Documents or to be effective to modify any of the provisions of the Contract Documents.**

Every request for an interpretation shall be made in **writing**, addressed and forwarded to the **Supervisor of Purchases, Municipal Building, 245 DeKoven Drive, Middletown, Connecticut, 06457. Questions may be sent via facsimile to (860) 638-1995 or emailed at [purchase@middletownct.gov](mailto:purchase@middletownct.gov)**

To receive consideration, such questions shall be submitted in writing. **Deadline for submission of questions is 12:00 PM, Thursday, August 11, 2016 (EST).** If the question involves the equality or use of products or methods, it must be accompanied by drawings, specifications or other data in sufficient detail to enable the Supervisor of Purchases to determine the equality or suitability of the product or method. In general, the Supervisor of Purchases will neither approve nor disapprove particular products prior to the opening of the bids; such products will be considered when offered by the bidder for incorporation into the work.

The Purchasing Supervisor will arrange as Addenda, which shall become a part of the contract, all questions received as above provided and the decision regarding each. The Purchasing Supervisor will post said addenda to the City website at [www.middletownct.gov](http://www.middletownct.gov). Non-receipt of said Addenda shall not excuse compliance with said addenda. It is the bidder's responsibility to determine whether any addenda have been issued and if so whether he/she has received a copy of each. Nothing in this section shall prohibit the Purchasing Supervisor from posting Addenda to extend the deadline for the receipt of bids at any time and for any reason.

**It is the responsibility of each bidder to visit our website at [www.middletownct.gov](http://www.middletownct.gov) to view additional information and/or acknowledge any addenda's issued prior to submitting a bid.**

No alleged "verbal interpretation" shall be held valid. Any addenda issued during the bidding period shall supersede previous information.

**12. Termination of Agreement - If Vendor fails to fulfill its obligations under this Agreement, violates any of the covenants, agreements, or stipulations of this Agreement, or if the City deems that the Vendor's conduct could have a negative effect on the reputation of the City, the City shall**

have the right, in its sole discretion, to terminate this Agreement immediately. The City also shall have the right, in its sole discretion, to terminate this contract without cause by giving thirty (30) days written notice to Vendor of such termination specifying the date of such termination. Upon termination of the Agreement, the City shall have no obligation to pay Vendor for services not performed or goods not received.

13. Insurance - The selected bidder shall be required to provide a Certificate of Insurance as specified in the attachment "Insurance Requirements". The bidder shall be required to provide evidence of such insurance coverage to the Supervisor of Purchases within ten (10) days from receipt of the Notice of Award. Evidence of such insurance coverage and City approval shall be required prior to the execution of the contract document.

14. Time for Performance - Project Schedule -

A. The bidder must be available to provide laboratory testing services immediately after receipt of the an approved purchase order which shall serve as the Notice to Proceed and shall agree to fully complete the services in accordance with the following schedule.

⇒ Water and Sewer Analysis: Test results shall be returned to the Water Department **within seven (7) calendar days** from pick-up except where noted otherwise.

B. Failure to provide such required laboratory testing service as above specified shall constitute default and breach of contract and the Owner may then authorize procurement of such equipment/material from the most expeditious alternate source available to them.

C. All excess expenses charged for alternate procurement of defaulted service under this contract shall be deducted from monies due the successful bidder on this contract. If no

monies are due, then the bidder shall pay to the Owner the difference between the contract price and what the Owner must pay to obtain the item from said alternate source.

15. Indemnification - The successful bidder agrees to indemnify and hold harmless the Owner, its officers, agents, servants and employees against any and all liability, judgments, cost, expenses and other loss, including attorney's fees, and against all claims or actions including but not limited to those based upon or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with any act or omission of the Successful Bidder, its officers, agents, servants and employees in the performance or lack of performance of the services under this contract.

16. Quantities - The quantities specified herein are approximate only as determined by the requesting departments and are **not guaranteed**. They are included to provide the bidder with an estimate of the City's requirements pursuant to this contract and to provide a uniform basis for the comparison of bids.

The City of Middletown shall reserve the right to increase or decrease actual quantities or may delete items required at the time the contract is awarded or at any time thereafter without prejudice toward the quoted bid price if to do so is in the City's best interest.

17. Excise and Sales Tax - Purchases made by the City of Middletown are exempt from the payment of Federal Excise and Connecticut Sales taxes. Such taxes must not be included in the bid prices. Exemption certificates will be provided at the bidder's request.

18. Firm Pricing - **The City of Middletown requires that all bidders provide firm pricing for all those items they are bidding in accordance with the contract term specified herein.**

19. Condition Necessary to Complete Contract to Satisfaction of the City of Middletown - The City

shall designate the time, place and amounts of work to be done so as to meet all stipulations as set forth in the Contract Documents. Any contractual agreement made herein between the bidder and the City shall not restrict the City from utilizing other sources of materials and services. If the City chooses to utilize other sources of materials and/or services, this shall not act to negate or void the contract; nor shall employment of such materials or services be used as a basis for the successful bidder to abandon his responsibilities or to claim damages as set forth within the Contract Documents.

20. Substitutions - Substitutions of any item specified shall not be acceptable to the City of Middletown without prior written authorization.

21. Conditional / Qualified Bids - A conditional or qualified bid will not be accepted.

22. Corrections to Bids - Corrections, erasures or other changes to the bid proposal must be noted over the signature of the bidder.

23. OSHA Reporting Requirements - The selected bidder shall be required to comply with the City of Middletown Department of Health requirements with respect to employees and contractor training, notification and documentation requirements for the handling, packaging and delivery of any chemicals and other hazardous materials to be furnished pursuant to this contract. The requirements of which are incorporated in these specifications by attachment.

24. Delivery and Payment Terms - All materials and services to be furnished pursuant to this contract shall be delivered Free on Board hereinafter referred to as FOB, City of Middletown freight prepaid to that location specified on the purchase order.

Payment discounts for early payment are preferred. All others shall be net 30 days unless specified otherwise. The bidder shall submit an itemized invoice to the Department Directors on a monthly basis. The Department Director shall then

approve same and forward to the Department of Finance for payment. Payment shall then be made to the bidder no sooner than ten (10) consecutive calendar days from the date the invoice has been received by the Department of Finance as approved by the Department Director.

25. Alternate Testing Requirements - The City of Middletown may require additional testing services over the term of this contract that have not been specifically itemized on the Proposal Form.

The bidder shall submit, attached to his bid proposal, their current published price list. In the event these additional testing services are required, compensation for this testing shall be made at the bidder's published schedule of fees less the percentage discount quoted on the bid proposal page.

The percentage discount shall be that percentage which will be afforded to the City for unanticipated testing requirements which shall be a fixed percentage discount for the duration of the contract.

The City shall reserve the right to request that the bidder provide updated price lists reflecting price increments and or decrements as required to audit the fees charged. The City further requires that the bidder provide the minimum of thirty (30) days advance written notice of any price increase or decrease.

26. Licensing Requirements - Laboratories responding to this bid must be licensed and approved by the State of Connecticut Department of Health Services, and shall provide their current license number in the space provided on the bid proposal page.

27. Facsimile Bids - Facsimile bids will not be accepted by the City under any circumstance.

28. Subcontract - The bidder awarded this contract shall **not subcontract this contract in whole or part** without prior written authorization

from the City of Middletown.

29. Assignment of Antitrust Claims - The contractor or subcontractor offers and agrees to assign to the City of Middletown all right, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act, 15 U.S.C. § 15, as amended, or under Chapter 624 of the General Statutes of Connecticut, as amended, arising out of the purchase of services, property, commodities or intangibles of any kind pursuant to a purchase contract or subcontract made by the City of Middletown. This assignment shall be made and become effective at the time the City of Middletown awards or accepts such contract, without further acknowledgment by the parties.

(5-14-93)

30. Americans With Disabilities Act - The contractor / service provider, in performing this agreement, will at all times, comply with the provisions of Title II, the nondiscrimination and access requirements, of the Americans with Disabilities Act.

**31. Extension Option - The City of Middletown reserves the right to renew the contract for up to one additional contract period or one (1) year provided that existing contract pricing will be held firm for the additional contract period, and if to do so is mutually agreeable to the parties. Authorization to renew the contract shall be provided by a written amendment to the contract as authorized by the Mayor's signature.**



**PURCHASING DEPARTMENT  
CITY OF MIDDLETOWN  
BID ATTACHMENT**

**CHAPTER 78**

**SECTION 78-8-M BID PREFERENCE FOR LOCAL  
VENDORS.**

1. Definitions: as used in this section, the following terms shall have the meanings indicated:

**CITY-BASED BUSINESS-** A business with a principal place of business located within the City of Middletown. A business shall not be considered a City-based business unless evidence satisfactory to the purchasing Supervisor has been submitted with each bid submitted by said business to establish that said business has a bona fide principal place of business in Middletown. Such evidence may include evidence of ownership of or a long-term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business to be used in performance of the bid.

**PROJECT-** All bids, and all quotes solicited for purchases exempted from bidding pursuant to § 78-8, as amended, except requests for proposal and contracts for professional services pursuant to § 78-10, as amended.

2. On any project the lowest responsible bidder shall be determined in the following order:
  - a. City-based bidders.
    - (1) On projects the cost of which are one million dollars total contract price or less, any City-based bidder which has submitted a bid not more than 10% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the

low bid. If more than one City-based bidder has submitted bids not more than 10% higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.

(2) On projects the cost of which are over \$1,000,000 but less than \$ 5,000,000 total contract price, any City-based bidder which has submitted a bid not more than 5% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one City-based bidder has submitted bids not more than 5% higher than the low bid and has agreed to accept the award of the bid at the amount, of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.

(3) On projects the cost of which are over \$5,000,000 total contract price, and City-based bidder which has submitted a bid not more than 3% higher than the low bid, provided such City-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one City-based bidder has submitted bids not more than 3% higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the lowest responsible bidder shall be that one of such City-based bidders which submitted the lowest bid.

- b. The low bidder. (2/8/78, 12/2/02)

## **CHAPTER 26, CONTRACTS**

### **ARTICLE I--EQUAL OPPORTUNITY IN EMPLOYMENT.**

#### **26-1 Contract Provisions Required**

Every contract made by or on behalf of the City of Middletown for the construction, lease, alteration or repair of any public building or public work, or for the purchase, manufacture, sale or distribution of materials, equipment or supplies shall contain provisions providing for equal opportunity in employment.

#### **26-2 Enforcement Officer**

The Director of Equal Opportunity and Diversity Management, who is the City's Affirmative Action Officer, shall have the authority to enforce this ordinance.

#### **26-3 Provisions to be Included**

- A. The contractor agrees and warrants that in the performance of this contract he or she will not discriminate or permit discrimination against any person or group of persons on the grounds of age, ancestry, color, genetic information, learning disability, marital status, past or present history of mental disability, intellectual disability, national origin, physical disability, including, but not limited to blindness, race, religious creed, sex, including pregnancy, transgender status, gender identity or expression, sexual orientation, workplace hazards to reproduction systems, political belief, military or veteran status, or criminal record in accordance with §46a-60(a)(1), 46a-80(b), or 46a-81(b) of the Connecticut General Statutes. Unless provisions are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups, in any manner is prohibited by the laws of the United States or of the State of Connecticut and the City of Middletown. In

addition, the Connecticut Fair Employment Practices Act, Connecticut General Statutes §46a-51 et seq., (CFEPA), not only prohibits discrimination based on actual physical disability, but also applies to discrimination based on perceived physical disability. The contractor also agrees to provide the Affirmative Action Officer of the City of Middletown with such information that may be requested concerning the employment practices and procedures of the contractor as related to the provisions of this section.

- B. The aforesaid provision shall include, but not be limited to, the following: advertising, recruitment, layoff, termination, rates of pay or other forms of compensation, conditions or privileges of employment selection for apprenticeship, selection or retention of subcontractors, or in the procurement of materials, equipment or services.

#### **26.4 Notices to be posted on project site.**

The contractor shall hereinafter post on the project site, in conspicuous places available for employees and applicants for employment, notices setting forth its non-discrimination requirements.

#### **26.5 Subcontractors and Suppliers**

In all pre-contractual contracts between contractor and any subcontractor or supplier either for work to be performed under a subcontract or for the procurement of materials, equipment or services, each subcontractor or supplier shall be notified in writing by the contractor of the contractor's obligations under this contract relative to non-discrimination and each subcontractor or supplier, by his contracting agent, shall agree to and be bound by the terms of this Contract.

#### **26.6 Effect on other laws**

Nothing contained herein is intended to relieve any contractor from compliance with all applicable federal, state and municipal legislation or provision concerning equal employment opportunity,

affirmative action, non-discrimination and related subjects during the term of its contract on this project.

**(4/7/80; 3/8/93, 11/1/02, 2/3/03, 6/3/13, 2/4/16)**

### **ARTICLE III ADEQUATE DELIVERY OF SERVICE**

#### **26-11 Provisions to be incorporated**

All service contracts entered into for the benefit of the citizens of Middletown between the City of Middletown and contractors shall incorporate the following provisions:

- A. A description of the services provided under the contract.
- B. The name, address, and proof of agreement between a second agency which could step in at a moment's notice should the contracting agency not be able to fulfill its designated service.
- C. The contracted agency will be held responsible both financially and administratively with respect to the provision of backup services in the event the agency could not fulfill its contract obligations for Middletown citizens in accordance with the contract with the City.
- D. A twenty-day advance notification period is required of each agency to inform the City of an expected interruption of services per its contracts. (11/1/02)

**CITY OF MIDDLETOWN  
PURCHASING DEPARTMENT  
BID ATTACHMENT  
AFFIDAVIT OF LOCAL VENDOR**

I, \_\_\_\_\_ being duly sworn,  
Vendor Name

make affidavit and say that I own and operate

\_\_\_\_\_  
Business Name and Address

which is the bona fide principal place of business for

\_\_\_\_\_  
Business Name

Evidence of ownership and principal place of business is attached to this affidavit and may include:

(Check the one which applies.)

- \_\_\_\_\_ 1. Copy of canceled check for payment of personal property taxes on the business to be utilized in performance of the Bid.
- \_\_\_\_\_ 2. Copy of long term lease of the real estate from which the principal place of business is operated.

\_\_\_\_\_  
Vendor Name

STATE OF CONNECTICUT:

ss. Middletown, CT

COUNTY OF MIDDLESEX:

Personally appeared, \_\_\_\_\_,  
Vendor Name

owner of \_\_\_\_\_, signer and sealer  
Business Name

of the foregoing instrument and acknowledged the truth of the foregoing, before me.

\_\_\_\_\_  
Notary Public:

My Commission Expires: \_\_\_\_\_

**BID #2016-019**  
**LABORATORY TESTING SERVICES FOR THE**  
**WATER AND SEWER DEPARTMENT**

**GENERAL SPECIFICATIONS**

The City of Middletown will accept bids from qualified laboratories to provide water and sewage analysis testing, grit screenings testing and environmental testing as required by the City of Middletown Water and Sewer Department.

It is the intent of the City to establish a term contract for these services with firm pricing for a contract term of twenty four (24) months to commence on or after **September 1, 2016 and terminate August 31, 2018**. Testing services required throughout the term of the contract shall be authorized on an "as needed basis" upon receipt of an approved purchase order.

The bidder shall indicate on the Proposal Form the unit cost per test for each item and corresponding extension. Bidders shall be required to submit a bid on each listed item within each category. (Water, Wastewater and Grit Screenings)

**TECHNICAL SPECIFICATIONS**  
**WATER DEPARTMENT**

The following is the scope of services that the MWD requires.

- The provided bid specifications for Sections I to VII (items 1 to 37) are for ***stand-by laboratory services*** in the event that the Middletown Water Department's primary laboratory is unable to complete these requirements. All stated quantities are minimums and should only be regarded as estimates for cost work up, actual quantities may vary. Estimated quantities are based on a two year contract.
- All analytical data required, shall be completed in accordance with the provided EPA approved methods for regulatory reporting of the appropriate sections for potable water by an approved laboratory, certified by the State of Connecticut. Other approved methodologies are only acceptable with MWD approval.
- Laboratories must have the capability to perform the specified testing in house, unless otherwise approved by the MWD. The MWD may select upon the Labs internal capabilities.
- The MWD reserves the right to audit and or inspect the laboratory for QA/QC purposes through the term of the contract. Selection will be awarded only after a satisfactory QA/QC audit is performed.
- Hard copy reported analysis to the MWD must be in the order presented within the provided tables and sample plan.
- The Laboratory must be capable of providing the electronic data interchange (EDI) as provided by the Connecticut Department of Health. The MWD requires all regulatory data

to be provided to the Connecticut Department of Health in this format in addition to hard copy analysis. All regulatory data within the EDI program furnished to the Connecticut Department of Health on behalf of the MWD must be reported by required dates.

- The MWD's sample plan/chain of custody will be utilized for all sample transmission.
- All positive Total Coliform and E-Coli analysis for potable water will be reported to the MWD immediately upon confirmation. The protocol will consist of verbal communication as well as a facsimile transmittal.
- For all additional organic, inorganic, physical or radiological testing, any analytes exceeding an MCL must also follow the above protocol.
- For raw source water microscopic evaluation the MWD requires a synopsis of findings with regard to species identification, enumeration, and a treatment recommendation.
- Analytical data is to be returned within seven days, except where otherwise noted, and approved by the MWD.
- The MWD requires responding laboratories to provide an expediting schedule for emergencies.
- Responding Laboratories will be limited to those labs within a twenty-mile radius, or a thirty-minute travel time. Based on direct line from CBBWTP.
- The MWD reserves the right to analyze in house, or sole source any analytical procedures for the convenience of the Water, and / or Wastewater Department.
- Sampling, preservation, and collection will be handled by water department personnel in containers furnished by the contract laboratory. Samples collected shall be made available to the contract laboratory for pick up at locations within the City of Middletown, to be designated by the MWD. The selected laboratory will be responsible for picking up weekly samples, and scheduled regulatory sample plans.
- Responding laboratories must have personnel on call to handle potable water bacteriological analysis that may be required for incubation on Saturday with confirmation, and completion on Sunday. Provide a charge for this if not covered under standard pricing.
- Responding Laboratories are expected to provide consultation with expertise for a wide variety of analytical questions ranging from chemical, biological, microbiological, biochemical, inorganic and organic analysis. The format may range from process control for water, or wastewater activities to groundwater protection criteria, industrial pretreatment, and pollution issues. The MWD requires detailed summaries for analysis with interpretation of findings, and additional information on analytes when required. Responding labs must submit their personnel's credentials for this purpose. These will be considered in the selection process.

**Designated sample pick up locations:**

The Charles B. Bacon Water Treatment Plant  
At Mount Higby Reservoir  
260 Meriden Road,  
Middletown, CT 06457

The John S. Roth Water treatment Plant  
566 River Road  
Middletown, CT 06457

Middletown Water & Sewer Department  
82 Berlin Street  
Middletown, CT 06457

**Table I, Raw Water (untreated):** Conn. D.P.H. 19-13-B102**Inorganic chemicals:** All methods EPA, \*\*\* Standard Methods,

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<u>ANALYTE</u>	<u>METHOD</u>
ARSENIC	200.7,.9
BARIUM	200.7,.8
CADMIUM	200.7,.8,.9
CHLORIDE	300.0
CHROMIUM	200.7,.8,.9
COPPER	200.7,.8,.9
CYANIDE	335.4 - *** 4500-CN-E
FLOURIDE	300.0,.6 - *** 4500F-C
LEAD	200.8,.9
MBAS (methylene blue active substance)	425.1
MERCURY	245.1,.2,200.8
NITRATE + NITRITE AS N	300.0,353.2
SELENIUM	200.8,.9
SILVER	200.7,.8,.9

**Table II, Raw Water (untreated):** Conn. D.P.H. 19-13-B102**Pesticides:** All methods EPA

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<u>ANALYTE</u>	<u>METHOD</u>
ENDRIN	508
LINDANE	508
METHOXYCHLOR	508
TOXAPHENE	508
2, 4-D	515.1
2, 4, 5-TP (silvex)	515.1

**Table III, Water Ready For Consumption:** Conn. D.P.H. 19-13-B102**Inorganic Chemicals:** All methods EPA, \*\*\* Standard Methods

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<u>ANALYTE</u>	<u>METHOD</u>
ANTIMONY	200.8,.9
ARSENIC	200.9/200.7
ASBESTOS	100.1,.2
BARIUM	200.7,.8
BERYLLIUM	200.7,.8,.9
CADMIUM	200.7,.8,.9
CHROMIUM	200.7,.8,.9
CYANIDE	335.4 - *** 4500-CN-E
FLUORIDE	300.0 - *** 4500F-C
MERCURY	245.1,.2,200.8
NICKEL	200.7,.8,.9
NITRATE NITROGEN	300.0,353.2
NITRITE NITROGEN	300.0,353.2
NITRATE NITROGEN + NITRITE NITROGEN	300.0,353.2
SELENIUM	200.8,.9
SILVER	200.7,.8,.9
SULFATE	300.0,375.4
CHLORIDE	300.0- *** 4500-C1-B
THALLIUM	200.8,.9
LEAD	200.8,.9
COPPER	200.7,.8,.9
SODIUM	200.7

**Table IV, Water Ready for Consumption:** Conn. D.P.H. 19-13-B102**Pesticides, Herbicides, PCB's** All methods EPA

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<u>ANALYTE</u>	<u>METHOD</u>
ALACHLOR	525.2,505,507
ALDICARB	531.1
ALDICARB SULFOXIDE	531.1
ALDRICARB SULFONE	531.1
ALDRIN	508
ATRAZINE	525.2,505,507
BENZO (A) PYRENE	525.2,550.1,550
BUTACHLOR	525.2
CARBARYL	531.1
CARBOFURAN	531.1
CHLORDANE	508,505,525.2
DALAPON	515.1
DI (2-ethylhexyl) ADIPATE	525.2
DI (2-ethylhexyl) PHTHALATES	525.2,506
DICAMBA	515.1



DIELDRIN	508
DINOSEB	515.1
DIQUAT	549.1
DIBROMOCHLOROPROPANE (DBCP)	504.1
2, 4-D	515.1
ETHYLENE DIBROMIDE (EDB)	504.1
ENDRIN	508
ENDOTHALL	548.1
GLYPHOSATE	547
HEPTACHLOR	508,505,525.2
HEPTACHLOR EPOXIDE	508,508,525.2
HEXACHLOROBENZENE	525.2,508,525.2
HEXACHLOROCYCLOPENTADIENE	525.2,505
3-HYDROXYCARBOFURAN	531.1
LINDANE	508,505,525.2
METHOXYCHLOR	508,505,525.2
METHOMYL	531.1
METOLACHLOR	525.2
METRIBUZIN	525.2
OXANYL (vydate)	531.1
PICLORAM	515.1
PROPACHLOR	508
SIMAZINE	525.2
2, 3, 7, 8-TCDD (dioxin)	1613
POLYCHLORINATED BIPHENYLS (PCB)	508,505
PENTACHLOROPHENOL	525.2,515.1
TOXAPHENE	508,505,525.2
2, 4, 5-TP (silvex)	515.1

**Table V, Water Ready For Consumption:** Conn. D.P.H. 19-13-B102  
**Organic Chemicals:** All methods EPA.

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<u>ANALYTES</u>	<u>METHOD</u>
BENZENE	METHOD 524.3 FOR ALL ANALYTES
BROMOBENZENE	
BROMOMETHANE	
N- BUTYL BENZENE	
CARBON TETRACHLORIDE	
CHLOROBENZENE	
CHLOROETHANE	
CHLOROMETHANE	
O-CHLOROTOLUENE	
P-CHLOROTOLUENE	
DIBROMOMETHANE	
M-DICHLOROBENZENE	
O-DICHLOROBENZENE	

P-DICHLOROBENZENE  
 1, 1-DICHLOROETHANE (EDC)  
 1, 2-DICHLOROETHANE  
 CIS-1, 2-DICHLOROETHYLENE  
 TRANS-1, 2-DICHLOROETHYLENE  
 DICHLOROMETHANE (METHYLENE CHLORIDE)  
 1, 2-DICHLOROPROPANE  
 1, 3-DICHLOROPROPANE  
 2, 2 DICHLOROPROPANCE  
 1, 1-DICHLOROPROPENE  
 1, 3-DICHLOROPROPENE  
 ETHYLBENZENE  
 METHYL TERT BUTYL ETHER (MTBE)  
 NAPHTHALENE  
 N-PROPYL BENZENE  
 STYRENE  
 1, 1, 1, 2-TETRACHLOROETHANE  
 1, 1, 2, 2-TETRACHLOROETHANE  
 TETRACHLOROETHYLENE  
 TOLUENE  
 TOTAL TRIHALAMETHANES (TTHM)  
 BROMODICHLOROMETHANE  
 BROMOFORM  
 CHLORODIBROMOMETHANE  
 CHLOROFORM  
 1, 1, 1-TRICHLOROETHANE  
 1, 1, 2-TRICHLOROETHANE  
 1, 2, 4-TRICHLOROBENZENE  
 TRICHLOROETHYLENE  
 1, 2, 3-TRICHLOROPROPANE+  
 1, 2, 4-TRIMETHYLBENZENE  
 1, 3, 5-TRIMETHYLBENZENE  
 VINYL CHLORIDE  
 XYLENES (TOTAL)  
 M-ZYLENE  
 O-XYLENE  
 P-XYLENE

**Table VI, Water Ready For Consumption:** Conn. D.P.H. 19-13-B102  
**Radiological:** All methods EPA.

<u>ANALYTE</u>	<u>METHOD</u>
Gross Alpha	900.0
Gross Beta	900.0
Radium 226	903.0
Radium 228	904.0
Uranium (234)	908.0

Uranium (235)	908.0
Uranium (238)	908.0
Strontium 90	905.0
Tritium	906.0
Photon Emitters	901.1

**Table VII,**

**Enhanced Surface Water Treatment Rule:** 40 CFR 9, 141 & 142

**Disinfection Byproduct Rule:** 40 CFR 9, 141 & 142

**Information Collection Rule:** 40 CFR 141 sub part M

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*All methods EPA:*

<u>ANALYTE</u>	<u>METHOD</u>
Total Organic Carbon/ Total Dissolved Carbon w/UV254 for SUVA	5310B
Total Haloacetic Acids	6251B
Giardia / Cryptosporidium	1623

**Table VIII,**

**Water Treatment Plant Waste Sludge Analysis:** CT DEP. 22a-430b

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<u>ANALYTE</u>	<u>METHOD</u>
Total Settleable Solids	160.5
Total Suspended Solids	160.2
Total Aluminum	
202.1,.2,200.7	
Total Copper	
220.1,.2,200.7	
Total Manganese	243.1,.2,200.7
Total Zinc	
289.1,.2,200.7	
Total Iron	
236.1,.2,200.7	
Total Volatile Organics	624.2
pH	SM 4500 H+ B

**Table IX,**

**Bacteriological Analysis:** 19-13-B102

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<u>ANALYTE</u>	<u>METHOD</u>
Presence absence total coliform ( <b>Water ready for consumption</b> )	SM 9223 B

Standard plate count  
**(Water ready for consumption & Raw water)** SM 9215 B

Membrane filtration MPN total coliform  
  
**( Raw water testing)** SM 9221 B  
 Membrane filtration MPN E-coli

**Table X,  
 Unregulated Contaminant Monitoring Rule 4 (UCMR 4)**

<u>ANALYTE</u>		<u>METHOD</u>
<b>1. Ten Cyanotoxin Chemical Contaminants</b>		
<b>CBBWTP 2148 Raw Intake Sample Point</b>		
Contaminant	CAS Reg. # (1)	Method
Total microcystin	N/A	ELISA
Then		
microcystin-LA	96180-79-9	EPA 544
microcystin-LF	154037-70-4	EPA 544
microcystin-LR	101043-37-2	EPA 544
microcystin-LY	123304-10-9	EPA 544
microcystin-RR	111755-37-4	EPA 544
microcystin-YR	101064-48-6	EPA 544
Nodularin	118399-22-7	EPA 544
anatoxin-a	64285-06-9	EPA 545
cylindrospermopsin	143545-90-8	EPA 545
<b>2. Two Metals</b>		
<b>Point of Entry JSRWTP and CBBWTP</b>		
Contaminant	CAS Reg. # (1)	Method
Germanium	7440-56-4	EPA 200.8 ASTM D5673-10 SM 3125
Manganese	7439-96-5	EPA 200.8, ASTM D5673-10 SM 3125
<b>3. Eight Pesticides and One Pesticide Manufacturing Byproduct</b>		
<b>Point of Entry JSRWTP and CBBWTP</b>		
Contaminant	CAS Reg. # (1)	Method
Alpha-hexachlorocyclohexane	319-84-6	EPA 525.3
Chlorpyrifos	2921-88-2	EPA 525.3

Dimethipin	55290-64-7	EPA 525.3
Ethoprop	13194-48-4	EPA 525.3
Oxyfluorfen	42874-03-3	EPA 525.3
Profenofos	41198-08-7	EPA 525.3
tebuconazole	107534-96-3	EPA 525.3
total permethrin (cis- & trans-)	52645-53-1	EPA 525.3
Tribufos	78-48-8	EPA 525.3

4. Three Brominated Haloacetic Acid (HAA) Groups<sup>4,5</sup>  
**DBP Distribution Sites (DSMRT)**

Contaminant	CAS Reg. # (1)	Method
HAA5	N/A	EPA 552.3 or 557
HAA6Br	N/A	EPA 552.3 or 557
HAA9	N/A	EPA 552.3 or 557

5. Three Alcohols

**Point of Entry JSRWTP and CBBWTP**

Contaminant	CAS Reg. # (1)	Method
1-butanol	71-36-3	EPA 541
2-methoxyethanol	109-86-4	EPA 541
2-propen-1-ol	107-18-6	EPA 541

6. Three Other Semivolatile Chemicals

**Point of Entry JSRWTP and CBBWTP**

Contaminant	CAS Reg. # (1)	Method
butylated -hydroxyanisole	25013-16-5	EPA 530
o-toluidine	95-53-4	EPA 530
Quinoline	91-22-5	EPA 530

7. Indicators

**Point of Entry JSRWTP and CBBWTP**

Contaminant	CAS Reg. # (1)	Method
Total Organic Carbon	N/A	SM 5310 B SM 5310 C SM 5310 D (21st edition) or SM 5310 B-00 SM 5310 C-00 SM 5310 D-00 (SM Online) EPA Method 415.3 (Rev. 1.1 or 1.2)

Bromide	N/A	EPA Methods 300.0 (Rev. 2.1) 300.1 (Rev. 1.0) 317.0 (Rev. 2.0) 326.0 (Rev. 1.0) or ASTM D 6581-12
Temperature	N/A	SM 2550 (21st edition) or SM 2550-10 (SM Online)
pH	N/A	EPA Method 150.1 and 150.2 ASTM D1293-12 SM 4500-H+ B (21st edition) or SM 4500-H+ B-00 (SM Online)

***Table XI,  
Environmental Sampling Programs***

<u>ANALYTE</u>	<u>METHOD</u>
<b>Water Testing:</b>	
<b>Conn. ETPH</b> (Extractable Total Petroleum Hydrocarbons)	CT. ETPH
<b>Soil Testing:</b>	
SPLP (Synthetic Precipitate Leaching Procedure, EPA method 1312)	EPA 131

## TECHNICAL SPECIFICATIONS SEWER DEPARTMENT

The following is the scope of services that the MSD requires.

- All analytical data required, shall be completed in accordance with the provided EPA approved methods for regulatory reporting of the appropriate sections for wastewater by an approved laboratory, certified by the State of Connecticut. Other approved methodologies are only acceptable with MSD approval.
- Laboratories must have the capability to perform all indicated testing in house, unless otherwise approved by the MSD. The MSD may select upon the Labs internal capabilities.
- The MSD reserves the right to audit and or inspect the laboratory for QA/QC purposes through the term of the contract. Selection will be awarded only after a satisfactory QA/QC DMRQA audit is demonstrated for listed analytes.
- All data is to be furnished in a prepared format for regulatory reporting. Reportable data must be in the order presented within the provided tables and sample plan for the Sewer Department. The Laboratory must be capable of providing electronic mail service.
- The MSD's sample plan/chain of custody will be utilized for all sample transmission.
- All fecal coliform analysis for waste-water will be reported to the MSD within 24 hours of completion. The protocol will consist of verbal communication, facsimile transmittal or Email.
- Analytical data for BOD and Fecal Coliform is to be returned in one day, except where otherwise noted, and approved by the MSD. All other analysis is to be returned in within seven days.
- The MSD reserves the right to analyze in house, or sole source any analytical procedures for the convenience of the Wastewater Department.
- Sampling, preservation, and collection will be handled by the appropriate Wastewater personnel in containers furnished by the contract laboratory. Samples collected shall be made available to the contract laboratory for pick up at locations within the City of Middletown, to be designated by the MSD. The selected laboratory will be responsible for picking up samples, and scheduled regulatory sample plans.
- Responding Laboratories are expected to provide consultation with expertise for a wide variety of analytical questions ranging from chemical, biological, microbiological, biochemical, inorganic and organic analysis. The format may range from process control for water, or wastewater activities to groundwater protection criteria, industrial pretreatment, and pollution issues. The MSD requires detailed summaries for analysis with interpretation of findings, and additional information on analytes when required. Responding labs must submit their personnel's credentials for this purpose. These will be considered in the selection process.
- All stated quantities are minimums and should only be regarded as estimates for cost work up, actual quantities may vary. Quantities are based on a two year contract.

### **Designated Locations**

***Wastewater Samples:*** Middletown Water Pollution Control Facility, 100 River Road, Middletown, CT

**BID PROPOSAL PAGE**

To: Supervisor of Purchases  
City of Middletown  
Room 112, Municipal Building  
245 DeKoven Drive  
Middletown, CT 06457

We the undersigned have examined the contract documents inclusive of the information to bidders, technical specifications and related documents and propose and agree to contract with the City of Middletown, in the form of an agreement, to provide all materials, equipment and labor necessary to complete laboratory testing services as required at the per unit costs detailed here-in for a contract term of twenty-four (24) months to commence **September 1, 2016 and terminate August 31, 2018. Unit pricing for the items that follow shall be fixed for the duration of the contract.**

<b>THE BID MUST BE SIGNED BY THE BIDDER TO BE ACCEPTED</b>	
<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> COMPANY NAME	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> SIGNATURE AND TITLE

☐ No. 1 Date:      /      /     

☐ No. 2 Date:      /      /     

**State Delivery:** \_\_\_\_\_  
(in calendar days)

PERCENTAGE DISCOUNT OFF PUBLISHED PRICE LIST SHALL BE: (      %)

## Written Figures

☐ Copy of Current Published Price Schedule. This is required for submittal (refer to Item #25, "Information to Bidders").

☐ CURRENT STATE LICENSE # \_\_\_\_\_ (Please attach copy)



#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
<b>WATER ANALYSIS</b> Conn. D.P.H. 19-13-B102 40 CFR Parts 9,141 and 142				
<b>I. Microbiological Analysis:</b>				
1.	24	Approved EPA method (SM 9221 B) for total coliform and estimation of bacterial density through the MPN procedure. Confirmation and completion to fecal coliform. <b>Enhanced reporting both monthly and Quarterly</b> , raw water reporting. 19-13-B102, (c), (1); (e), (6); (D), (I), (ii), and (7), (J)	\$ _____	\$ _____
2.	1500	Approved EPA presence / absence method (SM 9223 B) for total coliform bacteria. Confirmation and completion to E-Coli as required. Weekly distribution, water ready for consumption, <b>50 per month minimum.</b> 19-13-B102, (e), (6)	\$ _____	\$ _____
3.	100	Standard Plate Count (HPC), method 9215 B, Standard Methods. <b>Weekly</b> distribution, water ready for consumption, as required. 19-13-B102, (j), (3), (iii)	\$ _____	\$ _____
4.	100	Microscopic examination of surface waters, method 10200, Standard Methods. Non reporting, performed <b>weekly</b> during summer months. JUNE- SEPTEMBER	\$ _____	\$ _____
5.	24	Giardia and Cryptosporidium, Raw water and water ready for consumption. Performed to <b>EPA METHOD 1623</b> method. 40 CFR 141 sub part M Minimum requirements listed, additional tests as needed	\$ _____	\$ _____
6.	10	Micro biological examination of raw and finished water for Rotifers and Copepods. Per Middletown Water Dept. method.	\$ _____	\$ _____
7.	10	MPA Microscopic particulate analysis of raw water. USEPA. 1992. Consensus Method for Determining Groundwater Under the Direct Influence of Surface Water Using Microscopic Particulate Analysis (MPA). U.S. Environmental Protection Agency. EPA 910/9-92-029. October 1992.	\$ _____	\$ _____
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #1-7 INCLUSIVE:</b>				
<div style="text-align: right;">(\$ _____ )</div> Written figures				

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
<b>II. Inorganic Chemical Analysis</b>				
8.	4 runs	Inorganic chemicals, methods on table I. <b>Annual</b> , raw water analysis, 15 elements, CBBWTP influent. 19-13-B102, (c),(3).	\$ _____	\$ _____
9.	4 runs	Inorganic chemicals, methods on table III. <b>Annual</b> , water ready for consumption, 22 elements, CBBWTP, and JSRWTP effluent , Due in 2002 for JSRWTP, waiver every 3 years. 19-13-B102, (e), (2).	\$ _____	\$ _____
10.	4	Nitrate, Nitrite as Nitrogen, methods on table III. Water ready for consumption, CBBWTP, effluent. Quarterly monitoring reduced to annual monitoring. In inorganic run 19-13-B102, (e), (2), and (7), (I)	\$ _____	\$ _____
11.	105	Phosphate, method 4500 P,F, Standard Methods. Water ready for consumption, distribution, <b>weekly</b> , 19-13-B102, (e), (10), (j)	\$ _____	\$ _____
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #8-11 INCLUSIVE:</b>				
<div style="text-align: right;">(\$ _____ )</div> Written figures				
<b>III. Organic, Pesticides, Herbicides and PCB Chemical Analysis:</b>				
12.	2 runs	Pesticides, methods on table II. Annual, raw water analysis, 6 compounds, CBBWTP influent. 19-13-B102, (c), (4)	\$ _____	\$ _____
13.	2 runs	Pesticides, Herbicides and PCB, methods on table IV. <b>Annual</b> , water ready for consumption, 43 compounds, CBBWTP and JSRWTP effluent, 1913-B102, (e), (3)	\$ _____	\$ _____
14	64	Total Trihalomethanes, methods on table V. <b>Monthly and Quarterly</b> , water ready for consumption, Wesley and Lawrence Schools, Hunters Crossing, Howard McAuliffe, CBBWTP, JSRWTP sample sites – 8 additional new sites to be determined. --19-13-B102, (e), (4) Sampled with Haa5's from the 40 CFR list, DBP rule 524.2 will be run for a complete run here, price accordingly.	\$ _____	\$ _____
15	64	Total Haloacetic Acids, methods on table VII. Quarterly, water ready for consumption, Spencer, and Lawrence Schools, Hunters Crossing, Howard McAuliffe, CBBWTP, sample sites, Additional 8 new sites to be determined. 40 CFR Parts 9,141 and 142.	\$ _____	\$ _____

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
16	48	Total Organic Carbon, Dissolved organic carbon, and UV254/SUVA methods on table VII. Quarterly, influent and effluent samples for the CBBWTP and the JSRWTP. 40 CFR Parts 9, 141 and 142.	\$ _____	\$ _____
17	4 runs	Organic chemicals, methods on table V. <b>Annual</b> water ready for consumption, 51 compounds, CBBWTP and JSRWTP effluent. 19-13-B102, (e), (4)	\$ _____	\$ _____
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #12-17 INCLUSIVE:</b>  <div style="text-align: right;">( \$ _____ )</div> Written figures				
<b>IV. Radiological Analysis: Annual monitoring reduced to triennial monitoring</b>				
18	2	Radium 226, Radium 228, 19-13-B102, (e), (5)	\$ _____	\$ _____
19	2	Gross Alpha, Gross Beta	\$ _____	\$ _____
20	2	Uranium Combined (234,235,238)	\$ _____	\$ _____
21	2	Tritium	\$ _____	\$ _____
22	2	Strontium 90	\$ _____	\$ _____
23	2	Photon Emitters	\$ _____	\$ _____
24	2	Radon	\$ _____	\$ _____
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #18-24 INCLUSIVE:</b>  <div style="text-align: right;">( \$ _____ )</div> Written figures				
<b>V. Physical and Metal Analysis:</b>				
25	16	Color, method 2120B, Standard Methods. Turbidity, method 2130B, Standard Methods. <b>Quarterly</b> , CBBWTP and JSRWTP, raw water reporting. 19-13-B102, (e), (1),	\$ _____	\$ _____
26	30	Copper, method, 200.7,.8,.9, EPA. Lead, method, 200.8,.9.,EPA. Water ready for consumption, distribution, 60 sample sites, annual monitoring reduced to triennial monitoring. Also in house QA/QC at MWD discretion, no fixed number. 19-13-B102, (e), (2), and (j), (6)	\$ _____	\$ _____
27	12	Iron, method 3111, 3120, Standard Methods. Manganese, method 3111, 3120, Standard Methods. Raw water and water ready for consumption. QA/QC, non-reporting	\$ _____	\$ _____

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
28	32	<b>Water Treatment Plant Residual Sludge Analysis,</b> CBBWTP quarterly sample plan, JSRWTP monthly sample plan. CT DEP. 22a-430b. Methods on table VIII Total Settleable Solids Total Suspended Solids Total Aluminum Total Copper Total Manganese Total Zinc Total Iron Total Volatile Organics (as required) PH	\$ _____	\$ _____
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #25-28 INCLUSIVE:</b> <div style="text-align: right;">( \$ _____ )</div> Written figures				
<b>VI. Unregulated Contaminant Monitoring Rule 4 (UCMR 4)</b>				
29	4	<b>UCMR 4 Methods on Table X</b> <b>CBBWTP 2148 Raw Intake Sample Point</b> 1. Ten Cyanotoxin Chemical Contaminants  <div style="margin-left: 40px;">             total microcystin              microcystin-LA              microcystin-LF              microcystin-LR              microcystin-LY              microcystin-RR              microcystin-YR              Nodularin              anatoxin-a              cylindrospermopsin           </div>	\$ _____	\$ _____
30	6	<b>UCMR 4 Methods on Table X</b> <b>Point of Entry JSRWTP and CBBWTP</b> 2. Two Metals  <div style="margin-left: 40px;">             Germanium              Manganese           </div>	\$ _____	\$ _____

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
31	6	<b>UCMR 4 Methods on Table X</b> <b>Point of Entry JSRWTP and CBBWTP</b> 3. Eight Pesticides and One Pesticide Manufacturing Byproduct  Alpha-hexachlorocyclohexane Chlorpyrifos Dimethipin Ethoprop Oxyfluorfen Profenofos tebuconazole total permethrin (cis- & trans-) Tribufos	\$ _____	\$ _____
32	4	<b>UCMR 4 Methods on Table X</b> <b>DBP Distribution Sites (DSMRT)</b> 4. Three Brominated Haloacetic Acid (HAA) Groups4,5  HAA5 HAA6Br HAA9	\$ _____	\$ _____
33	6	<b>UCMR 4 Methods on Table X</b> <b>Point of Entry JSRWTP and CBBWTP</b> 5. Three Alcohols  1-butanol 2-methoxyethanol 2-propen-1-ol	\$ _____	\$ _____
34	6	<b>UCMR 4 Methods on Table X</b> <b>Point of Entry JSRWTP and CBBWTP</b> 6. Three Other Semivolatile Chemicals  butylated –hydroxyanisole o-toluidine Quinoline	\$ _____	\$ _____
35	6	<b>UCMR 4 Methods on Table X</b> <b>Point of Entry JSRWTP and CBBWTP</b> 7. Indicators  Total Organic Carbon Bromide Temperature pH	\$ _____	\$ _____

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
<b>SUBTOTAL: TOTAL COST PER EACH TEST ITEMS #29-35 INCLUSIVE:</b>				
			(\$ _____)	
Written figures				
<b>VII. Environmental Sampling Program</b>				
36.	4	Conn. ETPH (Extractable Total Petroleum Hydrocarbons)	\$ _____	\$ _____
37.	4	SPLP (Synthetic Precipitate Leaching Procedure, EPA method 1312) Soil Testing	\$ _____	\$ _____
<b>SUBTOTAL FOR ITEMS #36-37 INCLUSIVE:</b>				
			(\$ _____)	
Written figures				
<b>VIII. WASTE WATER ANALYSIS</b> <b>D.E.P. N.P.D.E.S. PERMIT</b> <b>CT General Statutes 22a-430 Chapter 446K</b>				
38.		<b>Weekly, Final Effluent-</b>		
		<u>Analyte</u>	<u>Method, EPA</u>	
	312	Biochemical Oxygen Demand	405.1	
	312	Fecal Coliform	SM 9222D	
	104	Nitrogen, Ammonia as N	350.2,,3,.1	
	104	Nitrate as N	352.1	\$ _____
	104	Nitrite as N	354.1	\$ _____
39.		<b>Weekly Influent</b>		
	312	<u>Analyte</u> Biochemical Oxygen Demand	<u>Method, EPA</u> 405.1	\$ _____
40.		<b>Weekly Primary Effluent</b>		
	104	<u>Analyte</u> Biochemical Oxygen Demand	<u>Method, EPA</u> 405.1	\$ _____
41.		<b>Monthly Effluent</b>		
		<u>Analyte</u>	<u>Method, EPA</u>	
	24	Total Phosphorous	365.2	\$ _____
	24	Ortho Phosphate	365.1	\$ _____



#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
44.	4 ea	<b>Quarterly, Final Effluent ( Prior to Chlorination)</b>		
		<b><u>Analyte</u></b>		
		<b><u>Method, EPA</u></b>		
		Antimony, Total	204.1,.2,200.7	
		Aquatic Toxicity Invertebrate***	EPA600/490/027F	
		Aquatic Toxicity Vertebrate ***	EPA600/490/027F	
		Arsenic, Total	206.5,.3,.2	
		Beryllium, Total	210.1,.2,200.7	
		Biochemical Oxygen Demand	405.1	
		Cadmium, Total	200.7,218.1,.2,.3.	
		Chromium, Hexavalent	218.4	
		Chromium, Total	200.7,218.1,.2,.3.	
		Chlorine, Total Residual****	330.1	
		Copper, Total	200.7,218.1,.2,.3.	
		Cyanide, Amenable	335.1	\$ _____
		Cyanide, Total	335.3,	\$ _____
		Lead, Total	200.7,218.1,.2,.3	
		Mercury, Total	245.1,.2	
		Nickel, Total	200.,218.1,.2,.3.	
		Ammonia, Nitrogen as N	350.2,.1,.3	
		Nitrate Nitrogen as N	352.1	
		Nitrite Nitrogen as N	354.1	
		Phenols	420.1,.2	
		Selenium, Total	270.2,200.7	
		Silver, Total	272.1,.2,200.7	
		Thallium, Total	279.1,.2,200.7	
		Total Suspended Solids	160.2	
		Zinc, Total	289.1,.2,200.7	
		***Aquatic Toxicity, (Daphnia Pulex and Pimephales Promelas		



#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
45.	6 ea	<b><u>Bi-Monthly Sludge Toxicity</u></b>		
		<b><u>Analyte</u></b>	<b><u>Methods, EPA</u></b>	
		Arsenic, Total	206.5,.3,.2	
		Beryllium, Total	210.1,.2,200.7	
		Cadmium, Total	200.7,218.1,.2,.3.	
		Chromium, Total	200.7,218.1,.2,.3.	
		Copper, Total	200.7,218.1,.2,.3.	
		Lead, Total	200.7,218.1,.2,.3.	
		Mercury, Total	245.1,.2	
		Nickel, Total	200.,218.1,.2,.3.	
		Polychlorinated Biphenyls	608	
		Solids, Fixed	160.3	
		Solids, Total Suspended	160.2	
		Solids, Volatile	160.4	
		Zinc, Total	289.1,.2,200.7	
SUBTOTAL FOR ITEMS #38-45 INCLUSIVE:				
(\$_____)				
Written figures				
PERMIT TESTING-GRIT & SCREENINGS DISPOSAL				
46.	2	RCRA 8 Metal TCLP Method EPA 7421 ANNUALLY	\$_____	\$_____
47.	2	Paint Filter Test Method 9095A ANNUALLY	\$_____	\$_____
48	2	Extractable Total Petroleum Hydrocarbons (ETPH) Method M81000 CT ANUALLY	\$_____	\$_____
49	2	Volatile Organic Compounds (VOC’S) Method EPA 8021B or 8260 B ANNUALY	\$_____	\$_____
50	2	Semi-Volatile Organic Compounds (SVOC’S) Method EPA 8270 C ANNUALLY	\$_____	\$_____
51	2	Reactivity: Cyanide Method 7.3.3.2 ANNUALLY	\$_____	\$_____
52	2	Reactivity: Sulfide Method 7.3.4.2 ANNUALLY	\$_____	\$_____

#	QTY.	DESCRIPTION	UNIT PRICE	EXTENSION FIGURES
53	2	pH	\$ _____	\$ _____
54	2	Ignitability Method EPA 1030	\$ _____	\$ _____
<b>SUBTOTAL FOR ITEMS #46-54 INCLUSIVE:</b>  <div style="text-align: right;">( \$ _____ )</div> <b>Written figures</b>				
<p>Above bid prices are all inclusive of all delivery, <u>pickup</u>, analysis and container costs. It is agreed and understood that the City of Middletown will collect the samples in the containers provided and which shall be made available for pickup by the selected testing facility.</p> <p><b>TOTAL OF ITEMS #1- 54 INCLUSIVE SHALL BE:</b></p> <div style="text-align: right;">( \$ _____ )</div> <b>Written figures</b>				

**Contract Extension:** Our pricing shall be held firm at the quoted unit prices herein should the City exercise its right to extend the contract for one additional year.           **or**         

**YES**
**NO**

**PLEASE NOTE: All of the information below is REQUIRED. Please do not leave any information blank. Thank you.**

Date: \_\_\_\_\_

\_\_\_\_\_  
**Corporation Name** (if applicable)

\_\_\_\_\_  
**Company Name**

**Mailing Address:**

**Payment Address (If different from mailing addr.):**

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State and Zip

\_\_\_\_\_  
City, State and Zip

**FEIN NUMBER:** \_\_\_\_\_ -- \_\_\_\_\_

**Type of Organization:** \_\_\_\_\_ **Individual / Sole Proprietor**  
(Please Check One)

\_\_\_\_\_ **Limited Liability Company**

\_\_\_\_\_ **Corporation**

**Contact Information**

**Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Additional Contact:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**SIGN HERE: I hereby certify that the above information is correct.**

\_\_\_\_\_  
**Print or Type Name & Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**WITH EACH PROPOSAL, THE BIDDER SHALL SUBMIT A SIGNED NON-COLLUSIVE STATEMENT ON THE FORM ENCLOSED HERE-IN (PAGE 36)**

CITY OF MIDDLETOWN CONNECTICUT

**NON-COLLUSIVE BID STATEMENT**

All bidders are required to sign a Non-Collusive Statement with all public bids as follows:

1. The bid has been arrived at by the bidder, independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other bidder of materials, supplies, equipment, or services described in the Invitation to Bid, designed to limit independent bidding or competition; and
2. The contents of the bid have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any person prior to the official opening of the bid.

Date\_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

**City of Middletown Purchasing Department  
Bidder's Reference Sheet**

**BID #2016-019 LABORATORY TESTING SERVICES WATER AND SEWER DEPARTMENT**

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**Reference One:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Individual: \_\_\_\_\_

Telephone: \_\_\_\_\_

Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Length of Contract: \_\_\_\_\_ Total Contract Amount: \$ \_\_\_\_\_

**Reference Two:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Individual: \_\_\_\_\_

Telephone: \_\_\_\_\_

Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Length of Contract: \_\_\_\_\_ Total Contract Amount: \$ \_\_\_\_\_

**Reference Three:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Individual: \_\_\_\_\_

Telephone: \_\_\_\_\_

Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Length of Contract: \_\_\_\_\_ Total Contract Amount: \$ \_\_\_\_\_

## APPENDIX B - INSURANCE REQUIREMENTS

### BID #2016-019 LABORATORY TESTING SERVICES

#### A. GENERAL REQUIREMENTS:

The **BIDDER** shall be responsible for maintaining insurance coverage in force for the life of this contract of the kinds and adequate amounts to secure all of the **BIDDER'S** obligations under this contract with an insurance company(ies) with an AM Best Rating of A- VIII or better licensed to write such insurance in the State of Connecticut.

The insurer shall provide the City of Middletown with original completed **Certificates of Insurance signed by an authorized representative of the insurance company(ies)** prior to purchase order/contract issuance. The **BIDDER** also agrees to provide replacement and/or renewal certificates at least thirty (30) days prior to the expiration of each policy.

Such insurance or renewals or replacements thereof shall remain in force during the **BIDDER'S** responsibility under this contract.

The **BIDDER**, at their own cost and expense, shall procure and maintain all insurances required and shall name the City of Middletown as an Additional Insured on all contracts, except Workers' Compensation and Professional Errors & Omissions coverage. Coverage is to be provided on a primary, noncontributory basis. All insurances required shall evidence a waiver of subrogation in favor of the City of Middletown. Upon request, the **BIDDER** shall provide a copy of the policy endorsement confirming the additional insured status of all parties required to be named in accordance with the terms of this contract.

**In order to facilitate this requirement for insurance, it is recommended that the BIDDER forward a copy of these requirements to their insurance representative(s).**

#### B. SPECIFIC REQUIREMENTS:

##### (1) Workers' Compensation Insurance -

The **BIDDER** shall provide Statutory Workers' Compensation Insurance, including Employer's Liability with limits of:

\$500,000 Each Accident  
\$500,000 Disease, Policy Limit  
\$500,000 Disease, Each Employee

##### (2) Commercial General Liability Insurance -

The **BIDDER** shall carry Commercial General Liability insurance (Insurance Services Offices Incorporated Form CG-0001 or equivalent). A per occurrence limit of \$1,000,000 is required. The Aggregate Limit will be not less than \$1,000,000. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

(3) **Business Automobile Liability Insurance -**

The **BIDDER** shall carry Business Automobile Liability insurance (Insurance Services Office Incorporated Form CA-00001 or equivalent). A combined single limit each accident of \$1,000,000 is required. "Any Auto" (symbol 1 or equivalent) is required. Any deviations from the standard unendorsed form will be noted on the Certificate of Insurance.

(4) **Professional Liability Insurance –**

If applicable, the **BIDDER** shall carry Professional Liability Insurance in an amount of not less than \$1,000,000.

**C. SUBCONTRACTORS REQUIREMENTS:**

The **BIDDER** shall require the same insurance that it is required to carry by the City of Middletown to be carried by any subcontractors and independent contractors hired by the **BIDDER** and to obtain **Certificates of Insurance** before subcontractors and independent contractors are permitted to begin work.

The **BIDDER** shall require that the City of Middletown be named as an Additional Insured on all subcontractors and independent contractors insurance before permitted to begin work. Coverage is to be provided on a primary, noncontributory basis.

The **BIDDER** and all subcontractors and independent contractors and their insurers shall waive all rights of subrogation against the City of Middletown and its officers, agents, servants and employees for losses arising from work performed by each on this contract.

**D. OTHER**

- If any policy is written on a "claims-made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of work/service performed under this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.
- The City reserves the right to amend amounts of coverage required and types of coverage provided based on work or service to be performed.

**INSURANCE LANGUAGE  
APPROVED AS TO FORM:**

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**NANCY CONAWAY-RACZKA  
RISK MANAGER'S OFFICE**

**June 20, 2016  
DATE**



**Bid Return Label**

**Always use Mailing Label below on all packages when submitting bids to the City of Middletown Purchasing Office for clear identification of your bid response.**

**Official Bid Documents Enclosed:**

**Bid # 2016-019 Laboratory Testing Services**

**Return Date: Friday, August 19, 2016 at 11:00 AM**

**City of Middletown Purchasing Department  
Municipal Building Room 112  
245 DeKoven Drive  
Middletown, CT 06457-1300**

